

**Kentucky Mental Health Planning and Advisory Council  
Membership & Nominating Committee**

**January 19, 2012      1:00-4:00PM**

**BHDID, 100 Fair Oaks Lane, 4<sup>th</sup> Floor, Small Conference Room  
Frankfort, Kentucky**

**Members Present: Steve Liles, Rebecca Garrett, Mary Sue Klusman, Mary Singleton, Betty Jo Moss, Gayla Hayes, Yolonda Clay**

**Staff Present: Michele Blevins, Christie Penn, Mark Hertweck, Melissa Runyon**

Topic	Discussion	Next Steps
Call Membership Meeting to Order	Mary Singleton called the meeting to order at 1:08 PM.	
Confidentiality	Members of the committee discussed the importance of confidentiality when discussing sensitive issues in council/committee meetings and the inclusion of a confidentiality statement on the membership application. Committee also reviewed the Member Application. Betty Jo Moss recommended adopting language from Section 9 of the Bylaws as the "confidentiality statement" on the Membership Application.	Revisions will be made to membership application to include the confidentiality statement.
Discussion & Review of Membership Applications	<p>Membership Committee members reviewed and discussed the applications for each of the individuals who applied to be a member on the Council. After the discussion, the committee cast written ballots. The committee voted unanimously to recommend the following new members:</p> <p><u>Parent of a Child with Behavioral Health Challenges</u>  James Hawn              Steve Liles  Paige Rabe              * Open Slot *</p> <p><u>Family Member of an Individual in Recovery</u>  Lynn Haney              Matthew Smith  Teresa Jacobson</p> <p><u>Individual in Recovery</u>  Steve Lyons              Mary Singleton  Carmilla Ratliff</p>	Recommendations will be made to the entire council at the next quarterly meeting. The open slot will be advertised again and additional membership applications considered in the future.

	(Note: There was an <i>open slot</i> for Parent of a Child with Behavioral Health Challenges because not enough candidates applied to fill all the available positions.)	
Member-led Orientation	Committee discussed changes to the member orientation being held in April, including having fewer presenters and combining topics. The following members volunteered to help present material at the orientation: Mary Sue Klusman, Gayla Hayes, Yolonda Clay, Becky Garrett and Mary Singleton.	Staff will organize several conference calls to assist in planning of the orientation.
Review of Bylaws	<p>The committee reviewed the Bylaws regarding membership from 2008, as well as a draft of revised bylaws from 2010 (which were not officially adopted). Becky Garrett made a motion to recommend to the Bylaws Committee that People Advocating Recovery be included in Article III, Section 3B and for Article III, Section 3B to be clarified that advocacy organizations shall be those that the Dept. contracts w/for services. Yolonda Clay seconded and the motion passed.</p> <p>People Advocating Recovery (PAR) is an advocacy organization for individuals in recovery from substance use disorders. The department contracts w/PAR for services.</p>	Recommendations for these and other Bylaws changes will be presented to the entire Council at a later date for approval.
Review of Membership Application	Members further recommended that we include a place to indicate questions regarding “age of children” (for the Parent of a Child with Behavioral Health Challenges) and “place of employment” (for all applicants).	Revisions will be made to the Membership Application to reflect these recommendations.
Call Nominating Meeting to order	After a short break, the Nominating Meeting was called to order by Mary Singleton.	
Review Officer Eligibility	The committee reviewed the officer eligibility, positions & specific duties.	
Nomination & Voting for New Officers	Nominations were made for new officers – chairperson, vice-chairperson and secretary. The committee voted for the following individuals for each officer position: Mary Singleton (Chairperson), Becky Garrett (Vice-Chairperson) and Gayla Hayes (Secretary).	Recommendations will be made to the council/commissioner for approval.
Adjournment	The committee adjourned at 3:50 PM.	<u>Next Meeting</u> April 11th, 2012 (12-4pm) Large Conference Room

